

NEWSLETTER

Bringing personnel news to our City workforce.

Mufi Hannemann, Mayor
City & County of Honolulu

November 1, 2006, No. 06-8

Kenneth Y. Nakamatsu, Director
Department of Human Resources



Who gets your \$31,217 life insurance?

City employees who receive health benefits are eligible for a free \$31,217 group life insurance policy (if under age 65). Effective July 1, 2006 the benefit was increased to \$31,217 for employees under age 65. In the event of your unforeseen death as an employee, the person or persons identified, as beneficiary(ies) is eligible to receive the \$31,217. Who did you name as beneficiary? If you can't remember, you may want to complete a new beneficiary document. Please call your department personnel officer and they will be glad to provide you with a new form. ■

NEWS FROM THE CITY'S ETHICS COMMISSION

Do the Right Thing!

Charter Question 5 asks the voters whether City elected officials should be subject to civil fines by the Ethics Commission for violations of the ethics laws. To find out more about this important issue log on to www.honolulu.gov/ethics and scroll down to "Charter Commission," "Information Sheet for Charter Question 5."

New law makes political fundraising in government buildings a misdemeanor. A new state campaign spending law makes it a criminal misdemeanor to solicit a campaign contribution in a government facility used for the discharge of official duties. It is already a misdemeanor (1) to coerce a contribution from city personnel, (2) to threaten to deny employment or to discharge city personnel for failing to contribute, (3) to promote city personnel for making a contribution or (4) to solicit a specified contribution from a city officer or employee.

Have a question or complaint about the use of City resources or conflicts of interest? Contact Chuck Totto at 768-7786 or ctotto@honolulu.gov. We deal regularly with questions or concerns that may be new to you. Remember, it's confidential.

Division of Elderly Affairs Presents:

***Mom named me as the executor of her will:
NOW WHAT?***



Thursday, January 18, 2007

11:45 a.m. to 12:45 p.m.

**DHR, 10th Floor Conference Room
Fasi Municipal Building**



Friday, January 19, 2007

11:45 a.m. to 12:45 p.m.

**2nd Floor Conference Room
Kapolei Hale**

Doug Wilson, CFP, CTFA, formerly Senior V.P. First Hawaiian Bank, author and lecturer at the University of Hawaii Schools of Business and Law, will talk about what to do if you're an executor or trustee and 10 common mistakes to avoid.

**Please call the Senior Hotline, 768-7700,
to reserve your space.
Open to all employees.**

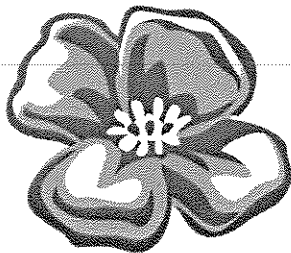


Do you have excess vacation leaves?



If you have 90+ days of vacation leave credits and cannot use your vacation leave credits by Friday, December 29, 2006, you may donate the excess to an employee in the City's Leave Sharing Program or to the City's Leave Share Bank. Employees with forfeitable vacation leaves must submit their donations by December 4, 2006.

For further information or donor forms, contact your department personnel officer. ■



YEAR 2007

HOLIDAY SCHEDULE

DATE OBSERVED	HOLIDAY
January 1, Monday	New Year's Day (First day in January)
January 15, Monday	Dr. Martin Luther King, Jr. Day (Third Monday in January)
February 19, Monday	Presidents' Day (Third Monday in February)
March 26, Monday	Prince Jonah Kuhio Kalaniana'ole Day (26 th day of March)
April 6, Friday	Good Friday (Friday preceding Easter Sunday)
May 28, Monday	Memorial Day (Last Monday in May)
June 11, Monday	King Kamehameha I Day (11th day in June)
July 4, Wednesday	Independence Day (Fourth day of July)
August 17, Friday	Statehood Day (Third Friday in August)
September 3, Monday	Labor Day (First Monday in September)
November 12, Monday	Veterans' Day (11th day in November)
November 22, Thursday	Thanksgiving Day (Fourth Thursday in November)
December 25, Tuesday	Christmas Day (25th day in December)

The holiday dates observed above are for employees who work on a Monday to Friday schedule. Employees with other schedules should check with their supervisors for the appropriate day on which their holiday is observed.